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From: Nassif, Julianne (DPH)
Sent: Wednesday, April 29, 2009 11:48 AM
To: Connolly, Grace (DPH)
Subject: RE: HR Request Due Today

I have no plan, no one will do it.. just kidding. Is there a specific format?

From: Connolly, Grace (DPH)
Sent: Wednesday, April 29, 2009 9:40 AM
To: Szymczak, Elizabeth (DPH); Nassif, Julianne (DPH); Gilchrist, Mary (DPH)
Subject: HR Request Due Today
Importance: High

Hello,

I know you're swamped but HR needs to know the plan to cover the responsibilities the people scheduled for layoff are going to be covered. Please send a brief description for:

- Bird, Ciranna
- Stowell, Marcia
- Nagle, Austin
- Farak, Sonja
- Hanchett, James
- Pontes, Rebecca
- Salem, Sharon
- Feiden, Stacey

The Amherst drug lab can be grouped with a general statement. Let me know if you have any questions. Thanks.

Grace

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